

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765

EXAMINATION REPORT
OF

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 46 AND 278
INDIANAPOLIS, INDIANA

January 1, 2004 to December 31, 2004

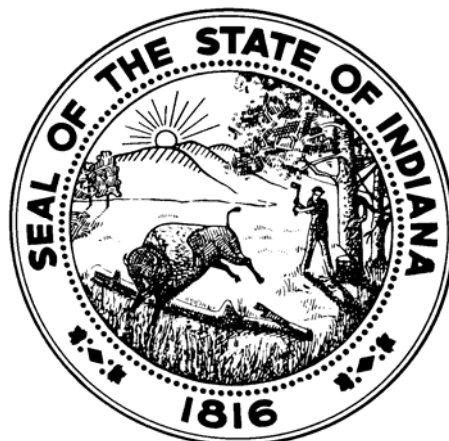


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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Chairman, Bureau of Motor Vehicles Commission	Gerald Coleman	01-06-02 to 02-29-04
	Mary DePrez	03-01-04 to 01-09-05
	Joel Silverman	01-10-05 to 01-11-09
Branch Manager	Angela Baker	01-01-04 to 07-11-04
	William Chase	07-12-04 to 06-16-05
	Robert Wood	06-17-05 to 12-31-06



STATE OF INDIANA

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF THE STATE BUREAU OF MOTOR VEHICLES COMMISSION

We have examined the Schedule of Collections and Distributions of the State Bureau of Motor Vehicles Commission License Branch Numbers 46 and 278 (Branches) for the period of January 1, 2004 to December 31, 2004. The Branch's management is responsible for the schedule. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the Schedule of Collections and Distributions and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the schedule referred to above presents fairly, in all material respects, the cash transactions of the Branches for the year ended December 31, 2004, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

October 20, 2005

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 46 AND 278
 INDIANAPOLIS, INDIANA
 SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS
 January 1, 2004 to December 31, 2004

	Branch Number 46	Branch Number 278	Totals (Memorandum Only)
Collections:			
Registrations	\$ 5,647,048	\$ 714,565	\$ 6,361,613
Titles	1,242,078	-	1,242,078
Drivers licenses	352,286	-	352,286
Watercraft	119,254	-	119,254
Miscellaneous	<u>2,788</u>	<u>-</u>	<u>2,788</u>
Totals	<u>\$ 7,363,454</u>	<u>\$ 714,565</u>	<u>\$ 8,078,019</u>
Distributions:			
State fees	\$ 2,719,532	\$ 129,885	\$ 2,849,417
County tax	3,919,513	529,073	4,448,586
Commission fees	<u>724,409</u>	<u>55,607</u>	<u>780,016</u>
Totals	<u>\$ 7,363,454</u>	<u>\$ 714,565</u>	<u>\$ 8,078,019</u>

The accompanying notes are an integral part of the schedule.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 46 AND 278
INDIANAPOLIS, INDIANA
NOTES TO SCHEDULE OF COLLECTIONS AND DISTRIBUTIONS

Note 1. Introduction

The Motor Vehicles Commission was created to manage the motor vehicle license branches. The Bureau of Motor Vehicles is a separate state agency which provides support services to the Commission controlled license branches. The license branches collect fees which fund the Motor Vehicles Commission. The license branches collect and forward county taxes (excise tax, wheel tax, and surtax) and state fees. The Commission has one contractual branch that is administered by an individual contractor according to Bureau policies. The Commission has developed a mobile license branch to serve the need of CDL license issuance and other special needs as they arise.

Note 2. Collections and Distributions

Each branch collects fees and taxes when vehicle and watercraft registrations, titles, and drivers licenses are sold. Fees are uniform throughout the state.

The total daily collections are deposited to a single bank account. From this account the collections are distributed to separate bank accounts which are not controlled by the license branch and belong to the state, county and Bureau of Motor Vehicles Commission.

Note 3. Banking System

The Bureau of Motor Vehicles Commission has entered into an agreement with Bank One for a cash concentration system. The system utilizes a series of individual noninterest bearing accounts (clearing accounts) from which all fees and taxes are transferred.

Note 4. Self-Service Terminal

This report contains financial and statistical information for Indianapolis License Branch Number 46 and Indianapolis License Branch Number 278, a self-service terminal (SST). The manager of Indianapolis License Branch Number 46 is responsible for maintaining the SST.

STATE BUREAU OF MOTOR VEHICLES COMMISSION
 LICENSE BRANCH NUMBERS 46 AND 278
 INDIANAPOLIS, INDIANA
 STATISTICAL INFORMATION
 January 1, 2004 to December 31, 2004

<u>Transactions Processed</u>	<u>Branch Number 46</u>	<u>Branch Number 278</u>	<u>Totals (Memorandum Only)</u>
Vehicle registrations:			
Passenger	27,482	4,561	32,043
Motorcycle	1,267	179	1,446
RV (housecar)	353	36	389
Light truck	9,299	1,391	10,690
Other truck	660	11	671
Farm truck	15	-	15
Tractor	38	-	38
Trailer	2,528	267	2,795
Semitrailer	169	-	169
School and church bus	5	1	6
Other bus	4	-	4
Other	6	1	7
Total vehicle registrations	<u>41,826</u>	<u>6,447</u>	<u>48,273</u>
Drivers licenses and permits:			
Drivers licenses/learners permits	14,530	-	14,530
CDL licenses/CDL permits	1,164	-	1,164
Placards	1,736	-	1,736
Other	10,220	-	10,220
Total drivers licenses and permits	<u>27,650</u>	<u>-</u>	<u>27,650</u>
Titles:			
Vehicles	21,562	-	21,562
Watercraft	359	-	359
Total titles	<u>21,921</u>	<u>-</u>	<u>21,921</u>
Total watercraft registrations	<u>1,055</u>	<u>-</u>	<u>1,055</u>

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 46 AND 278
INDIANAPOLIS, INDIANA
EXAMINATION RESULT AND COMMENT

ACCOUNTABLE ITEMS

The following schedule details missing items revealed during a comparison of actual inventory of accountable items to the Open Inventory Report of the State Bureau of Motor Vehicles at December 31, 2004. No evidence was found to indicate these items have been sold.

<u>Year</u>	<u>Plate Type</u>	<u>Plate Number</u>
2007	Handicapped Plate	24180 to 24188
2007	Passenger	41K954
2007	Passenger	49H7531
2007	Passenger	49Z7526
2007	Truck 66,000+	1138R

A listing of the items that are to be accounted for to the State Board of Accounts is included in the Branch Operations Policies and Procedures Manual. (Branch Operations Policies and Procedures Manual, Supplies and Equipment Chapter)

STATE BUREAU OF MOTOR VEHICLES COMMISSION
LICENSE BRANCH NUMBERS 46 AND 278
INDIANAPOLIS, INDIANA
EXIT CONFERENCE

The contents of this report were discussed on February 2, 2006, with Robert Wood, Branch Manager.